

**Regular Meeting
Board of Trustees
Nioga Library System
March 21, 2023**

Approved

The regular meeting of the Board of Trustees of the Nioga Library System was held on Tuesday, March 21, 2023.

Trustees Present: Dan Haight, Kristie Miller, Jeffrey Laub, Marilyn Zaciewski, Andrea Fetterly, Patty Nagel and Craig Bacon.

Absent: Charles Begley, Mary Anne Braunbach, Jeanne Tuohey and Ken Hamilton.

Staff Present: Thomas Bindeman, Lisa Erickson and Laura Jeffery

Guests: Ms. Sarah Potwin, Executive Director at Niagara Falls Public Library and Mr. Jeremy Smith, CPA with Lumsden McCormick Certified Public Accountants

Pledge of Allegiance was led by Mr. Haight

OPEN HEARING

There was no business brought forth in the Open Hearing.

CALL TO ORDER

Mr. Haight called the meeting to order at 6:30 pm.

APPROVAL OF MINUTES

Action: It was moved by Ms. Nagel to accept the minutes from the January 24, 2023 meeting as presented. Mr. Bacon seconded and the motion carried.

COMMITTEE REPORTS

Finance and Audit Committee

The Monthly Budget Reports for January and February 2023 were included in the Board Packet. Also included were the Monthly Payroll reports for January and February 2023.

Schedule of Payments:

January 2023	
General Fund 2023-01-G-	\$42,408.29
LAA Account 2023-01-LAA	\$106,134.25
February 2023	
General Fund 2023-02-G	\$124,590.56
LAA Account 2023-02-LAA	\$10,593.51

Mr. Haight stated that he had reviewed the financial reports and they were satisfactory.

Audit for FY2021

Mr. Haight introduced the Board of Trustees to Mr. Jeremy Smith with Lumsden McCormick Certified Public Accountants. Mr. Smith handed out to the Board Trustees a presentation summary booklet of the audit 2021 and went over the booklet with Trustees. A copy of the draft Audit was included in the Board Packet

Action: It was moved by Ms. Miller to accept the audit for 2021 as presented. Ms. Zaciewski seconded and the motion carried.

Nominating Committee

Mr. Laub gave an update on board vacancies. There will be two vacancies on the Nioga Board of Trustees:

- City of Niagara Falls Seat
- Orleans County seat.

Program Committee

Ms. Zaciewski gave an update on the 2023 Annual Dinner. The Dinner will be held on Wednesday, May 17, 2023 in Genesee County at Batavia Downs, in the Park Lane Room the address is 8315 Park Road, Batavia, NY. Guests may arrive at 5:30 pm, and basket tickets sales will be open. A buffet dinner will be served at 6:30 pm and the program will follow afterwards

PRESIDENT'S REPORT

Appointment of PT Senior Library Clerk

Action: It was moved by Mr. Laub to accept the appointment of Casey Spark, to fill the PT Senior Library Clerk position. Mr. Bacon seconded and the motion carried

Board Meeting RSVP

Mr. Haight reminded the Board of Trustees to always to always RSVP to their meeting announcement. Nioga needs a headcount to ensure a quorum.

Trustee Training Schedule

A schedule of training sessions was included in the Board Packet.

Patron Counts, Items Owned, Registration & Renewals

Reports was included in the Board Packet.

Niagara County Grant:

An annual grant has been received from Niagara County in the amount of \$283,134 that will be distributed to the eleven-member libraries located in Niagara County.

Action: It was moved by Ms. Nagel to accept the Niagara County Annual Grant in the amount of \$283,134. Ms. Fetterly seconded and the motion carried.

EXECUTIVE DIRECTOR’S REPORT:

Update on State Budget

Mr. Bindeman stated that the Governor is proposing to reduce state aid for libraries by \$3.5 million and reduce the public library construction program to \$20 million.

Advocacy Efforts

Mr. Bindeman meets with Assemblymen, Assemblywomen and Senators to emphasize the importance of Library funding for our libraries. He also stated how important it is to write to your Assemblymen and Senators asking them to please support library funding.

American Rescue Plan Act (ARPA) Grant

Mr. Bindeman stated He had closed out the grant from ARPA. This was a grant to buy Hotspots for the member libraries for patron lending.

TRUSTEE TRAINING RESOLUTION AND AMENDMENT TO BYLAWS

Resolution:

WHEREAS the By-Laws of the System may be amended "by a two-thirds vote of the Board at a regular, special or annual meeting, provided the changes shall have been submitted at an earlier regular meeting of the Board and a copy of the proposed changes mailed or given to each Board member at least ten (10) days prior to the meeting at which the vote is to be taken"; and

WHEREAS at the meeting on March 21, 2023, the Board received for consideration the attached amendments; and

WHEREAS an additional copy of the proposed changes was e-mailed to each Board member at least ten (10) days prior to this meeting of April 18, 2023 , where the vote on such amendment is on the agenda to be taken;

BE IT RESOLVED that all procedural requirements having been met, the Board adopts the attached changes to the By-Laws, to be effective April 18, 2023.

Action: It was moved by Mr. Laub to accept the resolution as presented. Ms. Nagel seconded and the motion carried.

Motion to Amend By-Laws

The following language is proposed to amend the Bylaws of the Board of Trustees of the Nioga Library System:

ARTICLE XVIII

Section 1 In compliance with Section 260-d of the New York Education Law, effective January 1, 2023, each Trustee shall be required to annually complete a minimum of two hours of trustee education from a provider approved by the New York Commissioner of Education; topics shall include financial oversight, accountability, fiduciary responsibilities and the general powers and duties of a library trustee.

Section 2 Each Trustee shall demonstrate compliance with the requirements of this section by filing with the President evidence of completion of trustee education from an approved provider no later January 10 of the year following the year to which the training applies.

Section 3 Actual and necessary expenses incurred by a Trustee in complying with this section shall be a charge against the library, however, to be reimbursed; all such charges must be approved by the President prior to being incurred by a Trustee.

Action: It was moved by Mr. Bacon to amend the by-Laws as presented. Ms. Nagel seconded and the motion carried.

COMMUNICATION, ADVOCACY AND OUTREACH REPORT:

Annual Reports:

Ms. Erickson stated all libraries but two, have completed and submitted their Annual reports. Ms. Erickson also stated she is working with the two libraries to finalize their annual report.

State Construction Grant Program

Ms. Erickson stated all 2022 State Construction Grant were approved and paid out. She also stated that the 2023 state construction grant corrections are completed, and are now on to the Dormitory Authority (DASNY).

Haxton Public Meeting

The Haxton Memorial held their Public Hearing on March 28, 2023 at the Oakfield Government & Community Center.

Youth Services Update

A monthly report from Laura Herold, Youth Services Librarian, was included in the Board Packet.

Extension Services Update

A monthly report from Sara Taylor, Extension Services Librarian, was included in the Board Packet.

MEMBER LIBRARY DIRECTORS' AND TRUSTEES COMMENTS, ISSUES AND CONCERNS

None presented.

OLD BUSINESS

None presented.

NEW BUSINESS

None presented.

OTHER

None presented.

Next Scheduled Board Meeting

The next scheduled Board Meeting is April 18, 2023 at Nioga Headquarters,

Adjournment

The meeting was adjourned at 7:20 pm

Secretary